

# **International Space Station (ISS) Commercial Resupply Services 2 (CRS2) Request for Proposal (RFP) NNJ14507542R Questions and Answers Posting #1**

1. The provided Statement of Work (page 79), states "Contracts may include 1) pressurized upmass, 2) pressurized return or pressurized disposal or both, 3) unpressurized upmass and disposal." Mission Suitability Proposal Instructions, page 232, states "The standard missions proposed must provide the following required capabilities within the suite of missions: 1) Pressurized Upmass 2) Pressurized Downmass (Either Pressurized Return or Pressurized Disposal or both) 3) Unpressurized Upmass and Disposal"

Please clarify - is a bidder required to provide all three categories or is it acceptable to provide pressurized upmass and pressurized downmass but not unpressurized up/downmass?

**A. The offeror is required to provide all three capabilities within the suite of standard missions proposed. At least one standard mission must include unpressurized up/downmass, as a standalone service or as combined with other capabilities.**

2. The PROPOSAL CONTENT and PAGE LIMITATIONS table on page 227 indicates all Technical and Management Appendices are included in the overall 225 page limitation for the Mission Suitability Volume. Is it NASA's intention to limit the discussion on the areas of Mission Integration and Operations Management Plan, Work Plan, Mishap Preparedness and Contingency Plan, and Safety and Health Plan to the Appendices, and have limited to no discussion in the Volume itself? If not, please consider excluding the Technical and Management Appendices from the page limitations.

**A. The offeror must decide how much they wish to discuss the areas listed above in the Mission Suitability volume itself versus in the appendices. NASA has no specific direction on how many pages to commit to the volume versus in the appendices. NASA does not intend to increase the page limitations.**

3. VI.A.18 PROPOSAL PREPARATION—GENERAL INSTRUCTIONS (1) PROPOSAL FORMAT AND ORGANIZATION; (vi) ...(second paragraph) states,:

"The following requirements apply to the sections of the proposal which are page limited: Sections of the proposal which are page limited shall be prepared and submitted using noncompressed Arial font with single-spaced 12 point text printed on both sides of the sheet with a one-inch margin on all sides in accordance with Microsoft Word default settings. Character spacing shall be "Normal" per Microsoft Word settings. Text in diagrams, charts, tables, artwork, and photographs shall be no smaller than 10 point text size. Diagrams, charts, tables, artwork and photographs shall not be used to circumvent the text size limitations of the proposal. The margins may contain headers and footers but shall not contain any proposal content to be evaluated."

In prior NASA proposals, narrative text was Times New Roman, 12 point type and graphics were Arial Narrow, 10 point type. Since Arial and/or Arial Narrow font is a 'sans serif' font type recommended by industry to enhance readability for users for use in headings, callouts, and in table and figure captions, is this change acceptable to NASA?

**A. No, the font specifications will remain unchanged.**

4. Can NASA clarify how it intends to implement the HSPD-12 directive under CRS2? (e.g., what does the agency consider sufficient duration or frequency to trigger the need for a contractor employee to get the ID? How long in advance does this need to be done? What is NASA's process? What does the background check cover?)

A. Details for HSPD-12 can be found at <http://hspd12.isc.nasa.gov/identitymanagement.htm> for NASA. Attachment V.G in the RFP outlines NASA ID procedures.

5. May bidders that do not have an organizational conflict of interest be exempt from submitting an OCI plan and instead be permitted to submit context and rationale for why no such plan should be required for their organization under CRS2?

A. The OCI Avoidance Plan is a DRD required for all offerors and is due with the proposal. In addition to identifying potential OCI issues, the OCI Avoidance plan provides a "summary of the Contractor's rationale for instituting and applying the OCI Plan." The plan is not only for current or identifiable OCI issues, but also how to identify and avoid unknown or potential issues.

6. In the "Key Resources" section of the instructions, NASA asks for a description of key resources, including "other assets." Can NASA clarify the types of assets it would like to be included in this description? In other words, are financial assets, such as lines of credit, expected to be described? Or are the assets only meant to be physical and/or technical in nature?

A. NASA is interested in intellectual property assets as well as physical and/or technical assets. Financial assets that are required to perform the service should also be described.

7. Is there a time on October 17, 2014 by when questions must be received?

A. Questions should be submitted by October 17, 2014 at 4:00 p.m. Houston, TX Local Time. This will be updated in an amendment to the RFP.

8. Could NASA provide a table outlining a complete list of proposal deliverables, to ensure comprehensive responses?

A. No, the offeror is responsible for reviewing the RFP and providing all of the proposal deliverables.

9. Could a proposal outline mirroring the paragraph structure of NASA's RFP, with identical numbering and one-to-one correspondence between RFP paragraphs and proposal sections, take the place of a cross-reference matrix?

A. The RFP requests a Cross-Reference List that tracks the page and paragraph numbers of the Offer's proposal to the page and paragraph numbers in the Government's instructions. You may format the list as an outline.

10. To facilitate preparation and delivery, would NASA consider allowing electronic-only responses to the CRS2 RFP? If hard copies are still considered necessary, could they be delivered following the submission of electronic copies on November 14, so that the complete time period can be devoted to proposal development, with publication work deferred until after?

A. Electronic and Hard copies of proposals are required. There will not be a separate due date for hard copies and electronic copies of proposals.

11. Are hard copies of the Volume III price spreadsheet required, or are electronic copies sufficient?

A. Hard copies are required as well as electronic.

12. As Volume I consists principally of NASA's model contract, and Volume III consists principally of spreadsheets, are cross-reference matrices requested for these volumes? If so, how should such matrices be organized?

A. Cross Referenced Lists are required for each volume and organized as described in VI.A.18 (xi).

13. Instead of specifying 1" margins, would NASA consider specifying a 6.5" x 9" printed area, to compensate for margin of error introduced in the printing process?

A. The margin specifications will remain unchanged. The electronic version is used to verify page count and margins so if Word indicates a 1" margin, the proposal will be considered valid. Printing errors will not cause issues in this way.

14. Please reconcile discrepancies between the instructions pertaining to cover sheets provided on page 227 (vi) and page 229 (x) – instruction of page 227 call for including the date of offer and the copy number, but those on page 229 do not. Also, bidder suggests these instructions be consolidated into a single paragraph.

A. The date of the offer and copy number should be provided as instructed on page 227 (vi). This will be clarified in an amendment to the RFP.

15. Please reconcile discrepancy between requesting 6 copies of Offer volume (original + 5 copies) (pg. 225) and asking for three original SF 1449s (pg. 230). With which of the 6 binders containing the Offer volume should the original SF 1449s be included?

A. The three signed SF 1449s should all be included with the original copy proposal. This will be clarified in an amendment to the RFP.

16. SOW 3.1 Initial ISS Integration Certification (SUB-CLIN 0002A)

- a. Says that ISS Integration "shall be performed once for the initial CRS2 flight and shall cover all Standard Mission types." With varying vehicles that will be ready at different timelines (for example a fully pressurized vehicle and a fully unpressurized vehicle), can the ISS Integration Milestones be separate since they are not related and not necessarily on the same schedule?

A. Yes, ISS Integration Milestones can be separated by standard mission.

17. Section VI.A.23(f) states that it is permissible include "up to one page" of introduction material for "experience and performance of your company and major team members, subcontractors, and suppliers." It also states that we may "submit additional reference information on experience and past performance for consideration. This shall be subject to the page limitation constraints."

Does this mean that we may submit more than one page of introduction material as long as we don't exceed the 35-page limit of the past performance volume?

A. You may submit more than one page of introduction material for VI.A.23(f). The one page limitation will be removed for introductory material in an amendment to the RFP. The information provided under this paragraph are all subject to the 35-page limitation.

18. Although Section VI.A.23 (j) has been excluded from page count because it contains reference material, Section VI.A.23(i) Small Business Past Performance, may include “copies of Summary Subcontracting Reports and Individual Subcontracting Reports,” but it does not contain a statement excluding it from page count.

Is Section VI.A.23(i) Small Business Past Performance, excluded from the page count?

A. Clause VI.A.23(i) Small Business Past Performance is not completely excluded from the page count. The “Copies of Summary Subcontracting Reports and Individual Subcontracting Reports (on relevant contracts) used to meet Federal reporting requirements” will be excluded from the page count. This will be clarified in an amendment to the RFP.

19. P.85 SOW 2.4.6 and 2.5.4 Unpressurized Cargo Access - These 2 SOW sections appear to have conflicting requirements, SOW 2.4.6 says “L-4 days” and SOW 2.5.4 says “L-8 days.” Please resolve conflicting requirements.

A. SOW 2.4.6 should have been L-8 days. This will be clarified in an amendment to the RFP.

20. P.204 Attachment V.M Payload Processing Capabilities Required at Launch and Landing Site - Under the subsection for “payload processing capabilities required at launch site” in 2nd line under 1. SERVICES, the FRFP inserted the text “and landing.” Please remove the “and landing” text since this subsection applies to launch site requirements only, and landing site requirements are defined in a later subsection of this Attachment V.M.

A. NASA will be correct in an amendment to the RFP.

21. P.226 VI.A.18 Proposal Preparation – General Instructions, Page Count Allocation - Please consider excluding MIOMP from Volume II page count allocation so the Offerors can provide a more comprehensive technical content as required by DRD CRS 1-4.

A. The page count limitations will not be changed.

22. P.205 Attachment V.M. Payload Processing Capabilities Required at the Launch Site, 2. Facilities, laboratories - Facilities support requirements are stated in terms of a typical launch containing 6 powered payloads, 7 conditioned stowage bags, and 5 CTBEs of passive late-load stowage, but the minimum requirements as stated in Section 2.1.2.2 require only one Double Middeck Locker, two passive conditioned cold bags and six (6) passive standard ambient CTBs. Please include a definition of the minimum support requirements consistent with the minimum payload accommodation requirements.

A. The information provided in the RFP provides offerors with sufficient information to determine the launch facilities required based on their proposed capabilities.

23. P.206 Attachment V.M. Payload Processing Capabilities Required at the Launch Site, 2. Facilities, Animal Care Accommodations - Appendix V.M. requires animal care services. Please define scope of these services.

A. Scope of the animal care accommodations is the scope required to obtain certification from the “Association for Assessment and Accreditation of Laboratory Animal Care” (AAALAC). More information can be found at <http://www.aaalac.org/> under frequently asked questions.

24. P.204, Attachment V.M. Payload Processing Capabilities Required at the Launch Site, 1. Services, Powered Payload Transportation Support Equipment - Standard GSE batteries, power control boxes,

and cables needed by payloads during final processing are provided by NASA KSC in support of the CRS1 contract. Similarly Power Payload Transport Boxes (PPTBs) for local transport of standard middeck lockers are provided by NASA KSC in support of payloads transported under the CRS1 contract. The RFP seems to suggest that these items will now be provided by the Commercial Resupply Service Offerors. Since they are required by all Offerors please add these items to the GFE list. If not, we request requirements be provided (i.e., design and vendor data) so that Offerors can make an informed bid decisions.

A. Yes, these items are the responsibility of the CRS Offeror, however, if the offeror launches from KSC these items can continue to be provided as described in clause II.A.25 (d) Government Furnished Services and Data. Offerors can provide the capabilities required in any way they choose so NASA does not intend to provide the design and vendor data for the equipment currently in use at KSC.

25. P.206, Attachment V.M. Payload Processing Capabilities Required at the Launch Site, 2. Facilities, ISSES - Bullet seven in the list of ISSES features, states "Chamber environment continuously monitored and supported by Kennedy Space Center (KSC) personnel." We request changing "KSC personnel" to "NASA personnel".

A. NASA concurs that "KSC personnel" should be "NASA personnel" and will make the update in an amendment to the RFP.

26. P.205/6, Attachment V.M. Payload Processing Capabilities Required at the Launch Site, 2. Facilities, laboratories - In the sentence: "For a typical launch containing 6 powered payloads, 7 conditioned stowage bags and 5 CTBEs of passive late load stowage, 13 or more payload teams (140+ individuals) will arrive at the launch between L-14 and L-40 days and stay up to several weeks after launch." Please clarify whether L-14 is L-14 day, L-14 Months, or L-140 days.

A. The equipment and personnel typically arrive between L-40 days and L-14 days to prepare experiments for flight. This will be updated in an amendment to the RFP

27. P.81, SOW 2.0.6 - Is C2V2 decryptor validation and certification to NIST FIPS PUB 140-2 sufficient or does it require validation and certification to NSA CNSSP 12?

A. NIST FIPS PUB 140-2 (Level 2) is sufficient.

28. RFP Section VI.A.19 Due Date for Receipt of Proposals and Offeror Acceptance Period, paragraph (d) states "failure of the Offeror to submit its past performance information early or of the customers to submit the completed questionnaires shall not be a cause for rejection of the proposal nor shall it be reflected in the Government's evaluation of the Offeror's past performance."

a. RFP date for Past Performance is 24 October 2014; is this date considered the "early" date referenced in paragraph (d)?

b. b. If so, given that offerors are allowed to submit their Past Performance volumes early (24 October 2014); how does NASA want updates and changes to data contained in this volume handled?

Option 1 - Submit Past Performance Volume early (24 October 2014) and provide any change pages with the remaining proposal volumes on the 14 November 2014 date?

Option 2 - Submit Past Performance Volume early (24 October 2014) and submit a complete and updated Past Performance Volume in its entirety with the remaining proposal volumes on the 14 November 2014 date?

Option 3 - Submit one complete Past Performance Volume with the remaining proposal volumes on the 14 November 2014 date?

A. Yes, the October 24, 2014 date is the early date referenced in paragraph (d). Offerors modifications to proposal submissions should be made in accordance with RFP clause VI. Instructions to Offerors-Commercial Items (FAR 52.212-1) (f). It is at the offeror's discretion how to submit modifications. Make sure that if there are any modifications submitted, they stay within the page limitations.

29. RFP Section VI.A.23 Past Performance (i) Small Business Past Performance, states "Copies of Summary Subcontracting Reports and Individual Subcontracting Reports (on relevant contracts) used to meet Federal reporting requirements can be part of the supporting information submitted." Does that mean copies of Summary Subcontracting Reports and Individual Subcontracting Reports can be submitted in the page unlimited Appendix where the Safety and Environmental data is located?

A. Yes, the summary contracting reports and individual subcontracting reports will be excluded from the page count. This will be clarified in an amendment to the RFP. (see response to RFP Q&A #18)

30. RFP Section II Contract Terms and Conditions - Commercial Items states: The clause at FAR 52.202-1, Definitions, is incorporated herein by reference. Clause is not included in full text nor is it dated. Please provide date for Clause or include in Full-text.

A. The date for the clause is November 2013. This will be clarified in an amendment to the RFP.

31. Please confirm that all of the requested information in this section VI.A.10 Government Property Management Information is not due with the proposal. The last paragraph states "NOTE: Information required in this NFS 1852.245-80 shall be submitted as a separate tab after the Property Management Plan. Per the DRD, CRS 1-6, this plan is due 30 days after Contract Award.

A. The VI.A.10 Government Property Management Information is not due with the proposal.

32. Page 229, Paragraph (x) of the RFP says:

"(x) A cover sheet should be contained as the first page of each book, clearly marked with volume number, title, solicitation identification, and the Offeror's name."

This paragraph appears to be a request for a cover sheet. If so, it says each "book", and not each "volume", shall start with a cover sheet. A Volume can contain more than one book. This would mean a cover page could be inserted in the middle of a section if the section crosses over between book 1 of 2 and book 2 of 2.

Is this what is intended, or should the RFP read "Volume" instead of "Book" in the RFP in Paragraph (x) on page 229?

A. The cover sheet needs to be contained on the cover of each "Volume." This will be clarified in an amendment to the RFP (see response to RFP Q&A #14).

33. Attachment V.M. Payload Processing Capabilities required at the Launch and Landing Site:

In the draft RFP, payload processing or ORU servicing facilities at NASA KSC could be utilized as GFS if launching at the KSC/Cape Canaveral areas. This language was struck from the final RFP. Are these services no longer available as GFS?

A. These services are still available. Clause II.A.25 still states that the “Government will make available the payload preparation capabilities at Kennedy Space Center (KSC) which meet the requirements defined in Attachment V.M.”

34. Due to the large nature of the potential award and to give non-incumbents more opportunity to propose their relatively unknown capabilities, can mission suitability page count be increased by 50 pages back to 275?

A. The page count limitations will not be changed.